

**HYDROGEN AND FUEL CELL TECHNICAL  
ADVISORY COMMITTEE  
U.S. DEPARTMENT OF ENERGY**

**Advisory Committee Charter**

1. **Committee's Official Designation.** Hydrogen and Fuel Cell Technical Advisory Committee (HTAC).
2. **Authority.** This charter establishes the HTAC pursuant to Section 807 of the Energy Policy Act of 2005 (EPACT), Public Law 109-58. The HTAC is being renewed in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C., App. 2. This charter establishes the HTAC under the authority of the Department of Energy (DOE).
3. **Objectives and Scope of Activities.**
  - The objective of the Committee is to provide advice to the Secretary of Energy on the program authorized by Title VIII, Hydrogen, of the Energy Policy Act of 2005 (EPACT), Public Law No. 109-58.
  - The Committee's scope is to review and make recommendations to the Secretary on (1) the implementation of programs and activities under Title VIII of EPACT; (2) the safety, economical, and environmental consequences of technologies for the production, distribution, delivery, storage, or use of hydrogen energy and fuel cells; and (3) the plan under section 804 of EPACT.
4. **Description of Duties.** The duties of the Committee are solely advisory in nature and are stated in paragraph 3 above. The Secretary's Biennial Report, as required by section 807(d)(2) of EPACT, shall describe any recommendations made by the Committee since the last report. The Secretary will consider, but need not adopt, any recommendations of the Committee.
5. **Official(s) to Whom the Committee Reports.** The Committee reports to the Secretary of Energy through the Assistant Secretary for Energy Efficiency and Renewable Energy (EERE). The Fuel Cell Technologies Office, under the Office of EERE, is responsible for coordinating HTAC's activities throughout the Department.
6. **Agency Responsible for Providing Necessary Support.** The DOE will provide financial and administrative support for this Committee. Within the Department, primary support shall be furnished by the Office of Energy Efficiency and Renewable Energy.
7. **Estimated Annual Operating Costs and Staff Years.** The estimated annual operating cost of direct support to the Committee and its subcommittees is \$300,000, inclusive of 0.3 person-year for support.
8. **Designated Federal Officer (DFO).** A full-time or permanent part-time DOE employee, appointed in accordance with agency procedures, will serve as the DFO (or designee). The DFO (or designee) will call or approve all of the advisory committee's and subcommittee's meetings, and prepare and approve all meeting agendas, attend all committee and subcommittee meetings, and adjourn any meeting when the DFO determines adjournment to be in the public interest.
9. **Estimated Number and Frequency of Meetings.** The Committee will meet periodically, approximately two times per year.
10. **Duration.** The Committee is expected to be continuing in nature, as set forth in section 805 of EPACT.

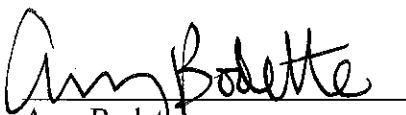
- 11. Termination (if less than 2-years from date of establishment or renewal).** The Committee terminates two years from the Charter filing date and may not meet if the charter is not renewed biennially.
- 12. Membership and Designation.** The Committee will be comprised of approximately 12 to 25 persons, who will be appointed by the Secretary of Energy. Members shall be experts in their respective fields, appointed as special Government employees, or representatives of entities including domestic industry, academia, professional societies, government agencies, Federal laboratories, previous advisory panels, and financial, environmental, and other appropriate organizations based on the Department's assessment of the technical and other qualifications of the Committee's members and the needs of the Committee. Committee members will serve for a term of three years or less, and may be reappointed for successive terms. Appointments may be made in a manner that allows the terms of the members serving at any time to expire at spaced intervals to ensure continuity in the functioning of the Committee.

The Chairperson of the Committee will be elected by members from among their number according to Section 807 of EPACT. The Chairperson will serve a two-year term and may be reappointed for an additional term.

Members of the Committee will serve without compensation. However, each member may be reimbursed in accordance with the Federal Travel Regulations for authorized per diem and travel expenses incurred while attending Committee meetings.

- 13. Subcommittees.** To facilitate the functioning of the Committee, subcommittees may be formed with the approval of the Department of Energy. The objectives of subcommittees are to make recommendations to the parent Committee with respect to a particular charge related to the responsibilities of the parent committee. Such subcommittees or workgroups may not work independently of the chartered committee and must report their recommendations and advice to the full committee for full deliberation and discussion. Subcommittees and workgroups have no authority to make decisions on behalf of the chartered Committee, nor can they report directly to the Department of Energy. In consultation with the DFO, a subcommittee may consult with experts who are not members of the Committee.
- 14. Recordkeeping.** The records of the Committee shall be handled in accordance with General Records 6.2 and DOE Administrative Records, Schedule 16, Item 8b (1.1), and approved agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.
- 15. Filing Date.**

**Date filed with Congress:** August 26, 2016

  
Amy Bodette  
Committee Management Officer